



MEETING DATE: August 25, 2026

PRESENTED BY: Xavier Cervantes, AICP, CPM, Director of Planning

AGENDA ITEM: Conduct a public hearing and consideration of a Conditional Use Permit to allow a portable building for office use for AM PM Roadside & Recovery, LLC in a property zoned (C-4) Heavy Commercial District, being Lot 4, Henry Saenz Subdivision, located at 1519 E. Expressway 83. Applicant: AM PM Roadside & Recovery, LLC, Adoption of Ordinance #_____ - Cervantes

NATURE OF REQUEST:

Project Timeline:

- July 16, 2026 – Application for a Conditional Use Permit (“CUP”) submitted to the City.
- July 23, 2026 – Following State and local law, notice of the required public hearings mailed to all property owners within 200 feet of the subject tract.
- August 5, 2026 - Public hearing and consideration of the requested Conditional Use Permit by the Planning and Zoning Commission (P&Z).
- August 25, 2026 – Public hearing and consideration of the requested Conditional Use Permit by the City Council.

Summary:

- The site is located along the North side of US Expressway 83, approximately 600 feet West of Stewart Road.
- Per Code of Ordinance, portable buildings require the approval of a Conditional Use Permit by the City Council.
- On May 27, 2025, the applicant was granted a one-year Conditional Use Permit Renewal to allow the use of the portable building as an office. The Conditional Use Permit expired on May 27, 2026. Because the Conditional Use Permit has expired, the current request is for a new Conditional Use Permit rather than a renewal.
- AM PM Roadside & Recovery will provide light to heavy-duty towing, roadside assistance, vehicle recovery, and other emergency roadside services for the surrounding community.
- The property will serve as the company’s office and operational base for dispatching service vehicles and supporting daily business operations.
- Staff: 5 employees
- The hours of operation are as follows: Monday through Friday from 9:00 a.m. to 5:00 p.m.
- The Planning Staff has not received any objections to the request from the surrounding property owners. Staff mailed out (33) legal notices to the surrounding property owners.
- In accordance with the zoning ordinance, the P&Z and City Council may impose requirements and conditions of approval as are needed to ensure that a use requested by a conditional use permit is compatible and complementary to adjacent properties.

STAFF RECOMMENDATION:

- Two year approval with the understanding there will be no renewals. This will apply to the property and not the applicant.
- Must comply with all City Codes (Building, Fire, Landscaping and Signs);
- Hours of operation for the office are Monday – Friday from 9:00 am to 5:00 pm
- CUP is not transferable to others

Departmental Approval: Approval

Advisory Board Recommendation: Approval

City Manager's Recommendation: Approval *JP7*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____